

INSTRUCTIONS FOR APPLICATION FOR SECTION 3 REGISTRATION OF PESTICIDES FORM NO. PR-200

All sections on the application must be completed, unless otherwise noted on the application and these instructions. Return the application to TDA with the correct fee. The application may be duplicated. For assistance in completing the application, call 1-800-TELL-TDA (835-5832) or directly (512) 463-7407. For the hearing impaired, call Relay Texas 1-800-735-2988 (voice) or 1-800-735-2989 (TDD/TT).

SECTION A

1. BUSINESS TYPE

Check the appropriate business type. If the business is a corporation, the name of the business must include one of the following terms: Inc., Incorporated, Corp., Corporation, Co., Company. Specify "Other" if type not listed.

2. APPLICANT INFORMATION

- Provide the legal name of the business that will operate under the certificate of registration.
 - Enter the "Doing Business As" name, which is the **company name on the product label**.
 - Comptroller Taxpayer ID No.: The number assigned by the Texas Comptroller's office along with the additional five digits that identify the individual outlet.
 - The Federal Taxpayer Identification Number of the registrant.
 - For sole proprietors/individuals applying for this nonoccupational license, a social security number is voluntary and not required. Social security numbers are used to assist in child support enforcement under Texas Family Code § 231.302. In the event the applicant does not have a social security number or does not wish to provide their social security number, the applicant must provide either a driver license number or a state-issued ID number. There is no penalty or consequence for refusing to provide a social security number
-

SECTION B

1. RESPONSIBLE PERSON INSTRUCTIONS

Please list the full legal name (no aliases or nicknames) of the primary person responsible for the business, as indicated:

- For a corporation, limited liability company, or cooperative – the president or CEO
- For a limited or general partnership – the managing partner or general manager
- For a sole proprietorship – the owner's full legal name
- For any other type of business – the general manager

2. RESPONSIBLE OFFICER, PARTNER, MANAGER, OR OWNER

Indicate name and title of person responsible for the business. Enter contact information. The Responsible Person will receive, through regular mail, a login ID and a password. The Responsible Person will then be able to conduct business related to their license(s) online, including viewing their licenses, making changes to their company information, and renewing licenses.

The Responsible Person will receive correspondence from TDA, including licenses and other documents, **ONLY** if a separate Person to Contact becomes unavailable. Otherwise, the Responsible Person will not receive any correspondence or documentation from TDA.

NOTE: The Person to Contact, named by the business in Section C of this form, is the preferred signatory of this application. That person may be the Responsible Person.

SECTION B (cont'd)

3. RESPONSIBLE PERSON MAILING ADDRESS

The Texas Department of Agriculture (TDA) website login ID and password will be mailed to the responsible person at this address.

SECTION C

1. PERSON TO CONTACT FOR LICENSE-RELATED MATTERS

Enter the name of a designated person, along with that person's contact information, who can discuss and answer questions about license-related issues.

NOTE: The Person to Contact, named by the business, is the preferred signatory of this application. That person may be the Responsible Person.

All correspondence, licenses, and other documents will be sent to the Person to Contact at the email address listed below. Approximately 30 – 45 days in advance of the expiration date of the license/certificate, the contact employee will receive a renewal invoice via email that will include a login ID and password to access TDA's internet website. The contact employee will then be able to conduct business related to their assigned license(s) online, including viewing their licenses, making changes to their company information, and renewing their licenses. A business can appoint one contact person to manage online all of the company's licenses.

2. MAILING ADDRESS

Enter the address at which the Person to Contact receives general correspondence, where applicable.

SECTION D

1. OUT-OF-STATE APPLICANTS ONLY

Check either the Texas Secretary of State or the "Other" box and enter the resident agent's contact information. Only fill out the Resident Agent contact information if the Texas Secretary of State box is not checked.

SECTION E

NOTE: Texas Department of Agriculture accepts only checks, cashier's checks, or money orders.

1. PAYMENT

Set effective date for license. See fee table below for payment information. Check method of payment. Enter check number, cashier's check number or money order number. Enter amount remitted.

Send application and payment to: Texas Department of Agriculture, P.O. Box 12401, Austin, Tx. 78711

NOTE: REGISTRATION IS NOT VALID UNTIL ALL DOCUMENTS AND FEES ARE RECEIVED AND APPLICATION HAS BEEN APPROVED BY TDA.

Registrant Group	2 Year Fee	Issue Quarter	Scheduled Expiration									
				Q5-2014	Q6-2014	Q7-2014	Q8-2014	Q1-2015	Q2-2015	Q3-2015	Q4-2013	
(1st Letter of the Company Name)				1/1 - 3/31	4/1 - 6/30	7/1 - 9/30	10/1-12/31	1/1 - 3/31	4/1 - 6/30	7/1 - 9/30	10/1-12/31	
#, A, B	\$420.00	Fee Due	3/Even	\$ 472.50	\$ 420.00	\$ 367.50	\$ 315.00	\$ 262.50	\$ 210.00	\$ 157.50	\$ 105.00	#, A, B
		Expires		Mar 2016	Mar 2016	Mar 2016	Mar 2016	Mar 2016	Mar 2016	Mar 2016	Mar 2014	
C	\$420.00	Fee Due	6/Even	\$ 105.00	\$ 472.50	\$ 420.00	\$ 367.50	\$ 315.00	\$ 262.50	\$ 210.00	\$ 157.50	C
		Expires		Jun 2014	Jun 2016	Jun 2016	Jun 2016	Jun 2016	Jun 2016	Jun 2016	Jun 2014	
D, E	\$420.00	Fee Due	9/Even	\$ 157.50	\$ 105.00	\$ 472.50	\$ 420.00	\$ 367.50	\$ 315.00	\$ 262.50	\$ 210.00	D, E
		Expires		Sep 2014	Sep 2014	Sep 2016	Sep 2016	Sep 2016	Sep 2016	Sep 2016	Sep 2014	
F thru I	\$420.00	Fee Due	12/Even	\$ 210.00	\$ 157.50	\$ 105.00	\$ 472.50	\$ 420.00	\$ 367.50	\$ 315.00	\$ 262.50	F thru I
		Expires		Dec 2014	Dec 2014	Dec 2014	Dec 2016	Dec 2016	Dec 2016	Dec 2016	Dec 2014	
J thru M	\$420.00	Fee Due	3/Odd	\$ 262.50	\$ 210.00	\$ 157.50	\$ 105.00	\$ 472.50	\$ 420.00	\$ 367.50	\$ 315.00	J thru M
		Expires		Mar 2015	Mar 2015	Mar 2015	Mar 2015	Mar 2017	Mar 2017	Mar 2017	Mar 2015	
N thru Q	\$420.00	Fee Due	6/Odd	\$ 315.00	\$ 262.50	\$ 210.00	\$ 157.50	\$ 105.00	\$ 472.50	\$ 420.00	\$ 367.50	N thru Q
		Expires		Jun 2015	Jun 2015	Jun 2015	Jun 2015	Jun 2015	Jun 2017	Jun 2017	Jun 2015	
R, S	\$420.00	Fee Due	9/Odd	\$ 367.50	\$ 315.00	\$ 262.50	\$ 210.00	\$ 157.50	\$ 105.00	\$ 472.50	\$ 420.00	R, S
		Expires		Sep 2015	Sep 2015	Sep 2015	Sep 2015	Sep 2015	Sep 2015	Sep 2017	Sep 2015	
T thru Z	\$420.00	Fee Due	12/Odd	\$ 420.00	\$ 367.50	\$ 315.00	\$ 262.50	\$ 210.00	\$ 157.50	\$ 105.00	\$ 472.50	T thru Z
		Expires		Dec 2015	Dec 2015	Dec 2015	Dec 2015	Dec 2015	Dec 2015	Dec 2015	Dec 2015	
Quarter designations: Q1/Q5 = Jan 1 - Mar 31; Q2/Q6 = Apr 1 - Jun 30; Q3/Q7 = Jul 1 - Sep 30; Q4/Q8 = Oct 1 - Dec 31.												

Examples:

1. An "A" Company registering a product from July 1 – September 30, 2014, fees per product are \$367.50 for registration through March 31, 2016
2. An "R" Company registering a product from October 1 – December 31, 2014, fees per product are \$210.00 for registration through September 2015
3. Following the initial period, a renewal will be sent for the next two-year period at \$420.00.

SECTION F

1. SIGNATURE

After reading the summary, print and sign your name, and date the form. Your signature here indicates that you have read the summary and that you are aware of your responsibilities regarding the issuance of the requested license.

SECTION G

1. PRODUCT LISTING

- Enter EPA Registration Number and Product Name for each product you want to register.
 - Check the box to declare if the Product is Restricted Use, State-limited Use, and/or is a Regulated Herbicide.
 - If one of the products is to be registered as an Experimental Use Product, complete Schedule A to provide the additional information.
-

SECTION H

1. CHECK LIST

To ensure prompt processing of your registration, please check to see that you have included all of the necessary information and documents.

- Registration of Pesticides Application
 - Fee
 - Product Label for each product registered
 - EPA Supplemental Registration of Distribution Form 8570-5, if appropriate for each product registered
 - Material Safety Data Sheet for each product registered. Must have complete product name and current name and address of registrant.
 - Current EPA Stamped Accepted Label(s) -- Include letter containing EPA comments page, if appropriate for each product registered
 - Other EPA Supporting Documentation as Appropriate for each product registered. Notifications, Amendments Transfer of registration papers, etc.
Notifications, Amendments Transfer of registration papers, etc.
 - Alternate brand name form, EPA Form 8570-1 or EPA approved letter, if appropriate.
-

ADDITIONAL INFORMATION

- Each registrant is required by law to renew the certificate of registration biennially with the Texas Department of Agriculture.
- Persons or businesses distributing a pesticide within this state or delivering for intrastate transportation or transporting a pesticide between points in this state through a point outside this state without registering the pesticide with the department may be subject to administrative penalties up to \$2,000 for each violation. Each day a violation continues may be considered a separate violation for penalty assessment.
- Whoever makes any false representation for obtaining a certificate of registration may have it revoked and/or may be liable to the state for a civil penalty of not less than \$50 nor more than \$1,000 for each violation and/or be subject to administrative penalties of up to \$2,000 for each violation. Each day a violation continues may be considered a separate violation for penalty assessment. A registration may be denied or canceled if the department determines that a false or misleading statement has been made or implied by the registrant or the registrant's agent. The registrant may also be subject to administrative penalties of up to \$2,000 for each violation, civil penalties of not less than \$50 or more than \$10,000 for each violation or both. Each day a violation continues may be considered a separate violation for penalty assessment.